

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: August 15, 2016
CC: All Departments



Town Administrator: This past week's activities included attending a phone conference meeting with Chief Wetherbee and representatives from NH Electric Co-op. to discuss scheduling work along Route 25 during the summer months and the recent traffic tie up, participating Tuesday evening in the joint meeting of the Select Board and School Board. On Thursday I talked with Tim Fountain of Cartographics Associates regarding updating GIS information to the Development Services office and attended the Select Board's regular meeting on that evening. On Friday I met with Waste Management Facility Supervisor Ken Filpula regarding issues and operations at the facility and attended the pre-bid meeting for Phase I of the reconstruction of the Public Safety Building. This coming week's activities include preparing for the sale of Town property in September, bid opening for the 2016 road projects on Wednesday, coordinating two interviews on Thursday for the Town Planner position with the search committee and preparing for the regular Select Board meeting on Thursday evening. Have a great week everyone!

Finance: Nothing to report this week.

Assessor: This year we had a total of 133 taxpayers who requested hearings with 8 not keeping their appointment. Of the total, 40 were telephone hearings. I am now finalizing the changes and final values so that we can begin to work on the MS-1 for the NH Department of Revenue.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Public Works & Facilities: The crew cleaned up from Hazardous Waste Day, and assisted the WMF with changing a container with the loader. Truck #5 was taken for tire rotation, truck #6 was picked up from being repaired due to the winter accident. The new one ton was picked up from the dealer. The crew re-graveled culvert crossings on Marvin, Redding and High Haith Roads. The crew did cold patching, and hauled old asphalt to the aggregate vendor for reprocessing. Two stumps were removed from Cottage Road, the milfoil trailer was dumped and L.I. Beach was raked. The crew did sign maintenance, removed on-spot chains from truck #6 and repaired the tarp on truck #9. Agent Kinmond was in communications with the Town Engineer on the Paving Bid Addendum and intersection projects. Agent Kinmond assisted with facilitating the water line locations on Castle Shores Road, and also communicated with Foreman Wakefield regarding a repair to truck #15 and whether a previous repair warranty would cover the cost of this repair. Agent Kinmond facilitated the delivery/pick up of the new one-ton flatbed truck. Agent Kinmond spoke with a landscape vendor for the Shaker Jerry and Wentworth Shore Intersection project to refresh the estimate and timeline for installation.

Facility & Grounds Division: The grounds crew was busy mowing and trimming common areas, the Playground and cemeteries. They provided Highway with assistance to replace septic tank covers. Miscellaneous facility repairs were conducted.

WMF Division: This past week the new single stream signs at NRRA were picked up to guide the residents with their recycling. We had 100 gallons of used cooking oil picked up to be recycled into bio-diesel through "Our Town Bio Diesel." This kept 100 gallons out of our waste stream and we did not have to pay to have it removed. A win-win for all. I rented 2 extra 42 cu yd. containers from Waste Management for Labor Day weekend in anticipation of a large patron turn out. Waste Management was not able to service us on Monday and the DPW was called to help move 14 tons of garbage with their loader and move into place an empty 42 yd. container to accept more garbage (thanks DPW). We shipped out 5 demo, 4 MSW, 3 recycle and 50 yd. scrap metal.

Moultonborough Police Department: The Moultonborough Police Department recorded 367 log entries, which included the following calls for service, 41 motor vehicle stops, 21 assists to Fire/EMS, 0 Directed Patrols, 2 arrests, 12 complaints, 4 MV Accidents, 2 MV Complaints, 3 residential alarms, 1 commercial alarm and 2 K-9 complaints.

Moultonborough Fire Department: Year to date there has been 554 calls for emergency service. For the period of 08/05/16 to 8/11/16, there were 23 calls for service: (2) Building fires; (1) Wildland fire; (1) Excessive heat, scorching with no ignition; (1) Medical Assist; (7) EMS incidents; (1) Vehicle extrication; (1) Power line down; (1) Service call; (1) Dispatched & cancelled en route; (1) No incident found upon arrival; (1) Authorized controlled burning; (1) Smoker odor/scare; (2) Smoke detector activation due to malfunction; (2) Alarm system activation due to malfunction. Moultonborough gave mutual aid to Sandwich for one incident. Moultonborough received mutual aid from Ashland, Center Harbor, Holderness, Meredith, Sandwich, Tamworth, Tuftonboro and West Ossipee. There was one instance of overlapping incidents (two incidents ongoing simultaneously).

Overall Average Response Time (Time of dispatch to apparatus/rescue on scene) 11:56 min/sec

Overall Average Manpower per incident: 5 Firefighters/Incident

Day Time Average Response Time (Time of dispatch to apparatus/rescue on scene) 09:13 min/sec

Overall Average Day Time Manpower per incident: 6 Firefighters/Incident

Night/Weekend Average Response Time (Time of dispatch to apparatus/rescue on scene) 12:50 min/sec

Overall Average Manpower per incident: 5 Firefighters/incident

August 9, 2016, Moultonborough firefighters responded to a building fire at 35 St. Moritz Street in the Suissevale section of Moultonborough. While en route, police units reported a fully involved structure, a first alarm mutual aid assignment was requested, upon arrival the fire was upgraded to a second alarm and additional mutual aid resources were requested. Two adult residents and one canine were home at the time of the fire, all escaped without injury. The two-story, chalet style home suffered extreme damage to the floors above grade. The garage was largely unaffected by the fire, but received water damage. The home is uninhabitable. About 50 firefighters from 7 communities were dispatched to the fire at 3:26 pm. The fire was brought under control at 4:38 pm. Crews remained on scene performing salvage, overhaul and determining the origin and cause of the fire until 6:38 pm. The fire was caused by improper use

of a lighter, which caused a fire to be ignited in a bedroom on the second floor. The fire is considered accidental in nature.

Office of Development Services Planning: Nothing to report this week.

Human Services: Nothing to report this week.

Recreation Department: Last week, MRD hosted two performances of *The Emperor's New Clothes*, performed by 27 children in our Theater Camp Program. MRD would like to thank Moultonborough School District for the use of both schools throughout the week that made this program a huge success. On Tuesday, August 16, the Rec. Dept. will offer the Safe Sitter Training class. On Wednesday, August 17, the annual Pickleball Tournament will take place at Playground Drive. Also, on Wednesday, our second Movie in the Park will take place at Playground Drive, beginning with at 7:30 p.m. with games, and the rated G movie *RIO*, will be shown when it is dark. The whole family is welcome to join us for this free event. On Saturday, August 20, MRD has teamed up with the Lakes Region Conservation Trust and Castle in the Clouds for a Town Picnic and Field Day. The event takes place from 10 a.m. until 2 p.m. on the Meadows by Shannon Pond. Activities are scheduled throughout the event for the whole family to enjoy. Bring your own picnic, or purchase from one of the food vendors that will be in attendance! Fall Soccer Early Bird registrations are due in the Recreation office by August 18. The registration deadline is August 25. Fall Soccer clinics begin for grades 3-6 on Monday, August 22, with the Moultonborough Academy Varsity Soccer Team.

Important Dates to Remember

Board of Selectmen's Meeting, August 18, 2016, 7 PM

Board of Selectmen's Work Session, August 25, 2016, 4 PM

Board of Selectmen's Meeting, September 1, 2016, 7 PM

Labor Day, All Non-Essential Departments are Closed, Monday, September 5, 2016

Board of Selectmen's Meeting, September 8, 2016, 7 PM

Board of Selectmen's Meeting, September 15, 2016, 7 PM

Board of Selectmen's Work Session, September 22, 2016, 4 PM

Staff Meeting, Tuesday – September 6, 2016, 9 AM